



**CITY OF ILWACO  
CITY COUNCIL MEETING  
Monday, June 11, 2012**

**A. Call to Order**

Mayor Cassinelli called the meeting to order at 6:01 p.m.

**B. Flag Salute**

The Pledge of Allegiance was recited.

**C. Roll Call**

Present: Mayor Cassinelli and Councilmembers Jensen, Mulinix, Marshall, Chambreau and Forner.

**D. Approval of Agenda**

**ACTION: Motion to approve agenda (Jensen/Forner). 5 Ayes 0 Nays 0 Abstain.**

**E. Approval of Consent Agenda**

Including Checks 34274 to 34283 + electronic totaling \$29,652.47 and Checks 34284 to 34325 totaling \$89,887.08.

**ACTION: Motion to approve the consent agenda. (Marshall/Jensen). 5 Ayes 0 Nays 0 Abstain.**

**F. Reports**

**1. Staff Reports**

- a. Fire Chief Tom Williams reported that they were preparing for the fireworks display. A drill at the old bingo hall had been conducted.
- b. Police Chief Flint Wright provided a written report. He also told of a potentially live military shell that was discovered near Baker Bay.
- c. Councilmember Mulinix spoke on behalf of the Ilwaco Parks and Recreation Commission. She stated that they were continuing to work on a run for the weekend of the fireworks display. A diver would be surveying Black Lake in July.
- d. Treasurer Elaine McMillan noted that she had been working with the insurance claim adjuster regarding the recent situation at the Wastewater plant. The award for the water filter funds should be received prior to the next meeting. She is also working on a grant application to support trail maintenance.

**2. Council Reports**

- a. Councilmember Jensen spoke about the Brumbach/School Road project. The bid specifications were scheduled to come out by the end of the week and would include some reconstruction of Brumbach. Construction was proposed to occur from August until the end of October.
- b. Councilmember Mulinix noted the various meetings she had attended.

- c. Councilmember Marshall stated that he had put together a presentation that was out for comment on the sewer rate structure. He proposed a workshop prior to the next meeting.
- d. Councilmember Forner noted that he continues to attend the PCEMA review meetings.

### **3. Mayor's Report**

Mayor Cassinelli spoke of the recent audit conducted by the State Auditor's office. A group from the EPA had conducted a comprehensive performance evaluation of the water treatment plant. He hoped to derive a mission statement specific to the water utility. He had also been participating in the CREST budget process.

## **G. Comments of Citizens and Guests present**

1.

## **I. Business**

### **1. Outsourcing utility billing mailing**

Councilor Mulinix noted that she was still very interested in the city continuing to pursue electronic billing. She requested that the entire process be reviewed in six months.

**ACTION: Motion to authorize the mayor to execute the proposed contract with Vision Forms for utility statement automation and a review of the process to be conducted in six months. (Chambreau/Forner). Roll call vote. 5 Ayes 0 Nays 0 Abstain.**

## **J. Discussion**

## **K. Correspondence and Written Reports**

- 1. Parks and Recreation Commission meeting minutes (5/23/12)
- 2. Gray & Osborne Memorandum regarding Wastewater Treatment Plant Site visit by Curran-McLeod

## **L. Future Discussion**

- 1. First Addendum to Development Agreement for MSW—*Cassinelli*
- 2. Amended Procedures Ordinance—*City Planner*

## **M. Adjournment**

**N. ACTION: Motion to adjourn the meeting (Jensen/Marshall).** Mayor Cassinelli adjourned the meeting at 6:20 p.m.

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Mike Cassinelli, Mayor

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Elaine McMillan, Treasurer